



*A place where families and businesses thrive.*

## **City Council Regular Meeting Minutes**

**Monday, September 24, 2018  
7:00 p.m., Community Auditorium**

***Minutes are unofficial until approved by Council.  
Council approved minutes as presented as October 8, 2018.***

### **1. CALLED TO ORDER AND ROLL CALL:**

Mayor Peter Truax called the regular City Council meeting to order at 7:08 p.m. and led the Pledge of Allegiance.

**ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph “Val” Valfre; Malynda Wenzl and Mayor Peter Truax.

**STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; Keith Hormann, Light and Power Director; Jeff King, Economic Development Manager; Michael Kinkade, Fire Chief (in the audience); and Anna Ruggles, City Recorder.

### **2. CITIZEN COMMUNICATIONS:** None.

### **3. CONSENT AGENDA:**

Items under the Consent Agenda are considered routine and are adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).

- A. Approve City Council Subcommittee Work Session (B&C Program of Work) Meeting Minutes of September 6, 2018.
- B. Approve City Council Work Session (De-Annexation Process) Meeting Minutes of September 10, 2018.
- C. Approve City Council Work Session (Economic Opportunity Analysis) Meeting Minutes of September 10, 2018.
- D. Approve City Council Regular Meeting Minutes of September 10, 2018.
- E. Accept Parks and Recreation Commission Meeting Minutes of July 18, 2018.
- F. Accept Public Arts Commission Meeting Minutes of August 9 and August 13, 2018.
- G. Accept Planning Commission Meeting Minutes of July 16, 2018.
- H. Accept Resignation on Parks and Recreation Commission (Jeremiah Toews,

NE, Term Expiring December 31, 2019).

- I. **RESOLUTION NO. 2018-78 MAKING APPOINTMENT TO ECONOMIC DEVELOPMENT COMMISSION (Appointing Jonathan Yawson, Primary, Sarah Saucy, Alternate, Chaucer Foods, Large Manufacturer, Term Expiring December 31, 2019).**
- J. Community Development Department Monthly Building Activity Informational Report for August 2018.
- K. Endorse New Liquor License Application (Full On-Premises Sales) for Blackdog Bar & Grill, 2835 19<sup>th</sup> Avenue, Suite 900 (Applicant: Robert Moats).

**MOTION: Councilor Valfre moved, seconded by Councilor Wenzl, to approve the Consent Agenda as presented. MOTION CARRIED 7-0 by voice vote.**

4. **ADDITIONS/DELETIONS:** None.

5. **PRESENTATIONS:**

5. A. **Leading With Race: Research Justice in Washington County**

Shweta Moorthy, PhD, Researcher Director, Coalition of Communities of Color, and Bridget Cooke, MDIV, Executive Director, Adelante Mujeres, presented a PowerPoint presentation overview on the [Leading With Race: Research Justice in Washington County](#), Executive Summary, which was presented in three parts – eight community sections reflecting the lived experiences of eight communities of color living in Washington County; data snapshots of four jurisdictions in the county that identify some key socio-economic outcomes for communities of color living in those cities; and a Call to Action. Council was asked to read out loud each of the quantitative data points that resonated as the most important. The Executive Summary booklets were distributed to Council. In conclusion of the above-noted presentation, Moorthy and Cooke addressed various Council comments pertaining to the findings and recommended actions of the report (Council approved Resolution 2017-20, which contributed \$2,500 towards the project).

5. B. **Industrial Land Overview**

King presented a PowerPoint presentation overview on the status of Council's Objective 1.3, identified in Fiscal Year 2017-18, to continue state certification process for industrial lands. King gave an overview of the three tiers that Business Oregon uses to determine state certification of undeveloped industrial sites, noting Forest Grove's industrial building space dropped from peak of 681,530 square feet in 2009 to virtually zero. King referenced a map showing the areas of undeveloped industrial lands, noting the City has seven industrial sites, comprising of 130 acres, all sites are Tier 1 or 2 and two sites are greater than 25 acres. In conclusion of the above-noted presentation, King addressed various Council inquiries pertaining to industrial sites and tiered certification process, noting staff will complete shovel ready certification for

two sites; partner with Greater Portland, Inc., and Port of Portland to develop an Employment Lands Site Readiness Toolkit; continue marketing all sites; and identify strategies to reduce costs and/or seek infrastructure assistance programs, including Enterprise Zone. In response to Council President Johnston's inquiry pertaining to designating the area north of 24<sup>th</sup> Avenue/Oak Street as multi-family, high-capacity, VanderZanden advised staff will report back to Council in work session at a later date, noting Part II of Objective 1.3, is to review the Comprehensive Plan to determine if supply of industrial lands is appropriate.

**5. C. LED Streetlight Replacement Program**

Hormann presented a PowerPoint presentation overview on the status of Council's Objective 1.2, identified in Fiscal Year 2017-18, LED (light-emitting diode) replacement project. Hormann presented a map showing Phase I coverage area and cost sheet, noting there are approximately 2,000 streetlights throughout the city to convert to LED lighting (average costs of \$300 per light), including nine different luminaire designs and wattages that will be part of the replacement project. Hormann added the Public Works Department owns the street lights, which are paid by the Street Fund and Street Light Fee, and Light and Power Department contracts to maintain all city-owned street lights, noting the replacement program will be phased over the next four years and installation will be completed annually as time allows. In conclusion of the above-noted presentation, Hormann addressed various Council inquiries pertaining to light pollution adjustment and overall cost-savings, noting the yearly maintenance costs will be reduced by 50 percent (\$100,000) and payback period is 5.5 years.

**5. D. Watershed Land Acquisition Process**

Foster and Downey presented a PowerPoint presentation overview on the status of Council's Objective 1.1, identified in Fiscal Year 2017-18, to review the viability of reserving a portion of timber sales to acquire lands within the watershed. Foster provided background information and referenced a map showing the City's watershed ownership, noting Council adopted Resolution 2017-37, Watershed Land Acquisition Policy, as a way to prioritize lands in and around the City's ownership. Downey referenced a potential land acquisition fund policy, showing the last five years of net harvest revenue, expenditures, and net contribution to Fund Balance and the maximum amount set aside for capital improvement projects. Downey addressed various Council inquiries pertaining to the fund balance allocation, noting all harvest monies accrue to the Water Fund, which has a beginning fund balance of \$8.6 million as of July 1, 2018, and fund balance is reserved for capital projects so the City does not accrue debt until the current debt is retired in 2023. Downey added the Water Rate Study includes using net timber harvest revenue as way to build fund balance for future projects. In addition, Foster addressed various Council inquiries pertaining to timber harvesting, noting the Watershed Management Plan calls for an average of approximately 2.0 million board feet as a sustainable harvest level within the active

forest management area. In conclusion of the above-noted presentation, Foster and Downey advised that until the Water Master Plan update and new capital improvement financial plan is completed, staff is proposing to set aside revenues in excess of \$325,000 for watershed potential land acquisitions, noting staff will bring back a proposed resolution for Council consideration at a later date, to which Council collectively concurred. In addition, Foster and Downey reported that over the last five years, the above policy would have resulted in approximately \$295,000 toward watershed land acquisitions, noting this practice will be reviewed as part of the next Water Fund Financial Plan and Rate Study, which will be started after the current Water Master Plan is completed.

**6. CITY COUNCIL COMMUNICATIONS:**

Council President Johnston reported attending the Council subcommittee work sessions, noting the subcommittee is revamping the program for boards, committees and commissions, including a youth advisory program. In addition, Johnston reported attending other regional meetings/events and reported on upcoming meetings he was planning to attend.

Rippe reported attending the 9/11 memorial ceremony and commended staff for an outstanding event. Rippe also commended Sharyl MacDonald, a local grandmother, who purchased more than 3,000 small American flags and organized help to place each flag in the ground at the flag memorial, representing the victims of 9/11. Rippe reported on various Economic Development Commission-related activities. In addition, Rippe reported attending other regional meetings/events and reported on upcoming meetings he was planning to attend.

Thompson reported attending Community Forestry Commission (CFC) meeting, noting CFC is working on plans for 2019 Arbor Day and is planning to replant six trees at Reuter Farms. Thompson noted CFC would like to schedule some time with Parks and Recreation Commission. In addition, Thompson reported on other matters of interest and upcoming meetings he was planning to attend.

Uhing reported attending Sustainability Commission (SC) meeting, noting SC is going to wait to submit an annual work plan until they revamp their project list. In response to Uhing's concern pertaining to the status of a traffic signal near Rose Grove, VanderZanden advised the Oregon Department of Transportation found the area did not warrant a traffic signal after conducting a traffic count analysis, noting it has been a challenging area and city staff is pursuing to conduct another traffic analysis. In addition, Uhing reported on other matters of interest and upcoming meetings she was planning to attend.

Valfre reported attending the 9/11 memorial ceremony and commended staff for an outstanding event. Valfre reported he completed his tour of the Forest Grove Police

Department. Valfre reported attending Library Commission (LC) meeting, noting the Library is conducting a community survey. Valfre noted the Library's Friends and Family Night raised about \$2,300. Valfre noted he will be attending the League of Oregon Cities Conference. In addition, Valfre reported attending other regional meetings/events and reported on upcoming meetings he was planning to attend.

Wenzl reported Committee for Community Involvement (CCI) needs to ascertain if the Annual Town Meeting (ATM) date can be moved to Saturday, January 19, 2019, due to location site scheduling, to which Council voiced no concerns. In addition, Wenzl reported on other matters of interest, upcoming events and upcoming meetings she was planning to attend.

**7. City Manager's Report:**

VanderZanden reported on upcoming meetings and events as noted in the Council calendar and City Manager's Report. VanderZanden provided a status update on the police facility, noting the plan is to complete a concept plan design in early October and send the concept design to cost estimator for an initial cost estimate. The survey and geotechnical work are underway. VanderZanden reported a Request for Proposal will be released in October for the Transient Lodging Tax funded tourism program. In addition, VanderZanden referenced the City Manager's Report, which was emailed to Council in advance and outlined various upcoming Council-related meetings; upcoming Council-related agenda; updates on department-related activities and projects, including Administrative Services, Parks and Aquatics, Police, Library, Light and Power, Economic Development, Community Development, and Engineering and Public Works; and other upcoming citywide calendar events.

**8. MAYOR'S REPORT:**

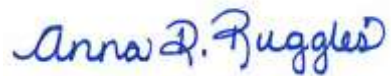
Mayor Truax announced dates of various upcoming activities, events and meetings as noted in the Council Calendar. Mayor Truax reported Washington County Mayors decided to take no-stance on Metro's housing bond measure. Mayor Truax reported on various local, regional, Metro, and Washington County-related meetings he attended and other legislative matters of interest; his attendance at various community-related events; and upcoming community-related events and meetings he was planning to attend. In addition, Mayor Truax stressed the importance of each B/C weighing-in on the proposed B/C program recommendations, to which VanderZanden concurred.

Due to the time, Council collectively voiced consensus to postpone the 8:45 p.m. Urban Renewal Agency Work Session (Next Steps) to the next meeting, to which VanderZanden concurred.

9. **ADJOURNMENT:**

Mayor Truax adjourned the regular Council meeting at 9:25 p.m.

Respectfully submitted,



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Anna D. Ruggles, CMC, City Recorder